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# HANDBOOK FOR



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# EMERGENCIES

OFFICE OF DEFENSE AND CIVILIAN MOBILIZATION  
(CIVIL DEFENSE)





## *About this handbook —*

Accidents, fires, floods, and storms take a daily toll of life and property in the United States. Today, there is yet another danger—enemy attack with nuclear weapons.

This handbook is a guide to help you prepare your family for disasters—natural and manmade. It is brought to you by a young American, a member of the Boy Scouts of America, as part of a nationwide "Safety Good Turn" service program.

The handbook emphasizes five points—five steps to safety in a disaster:

1. **Family Preparedness**—How to prepare your family for peacetime and wartime disasters.
2. **Warning Signals**—How you will be alerted to an enemy attack, and what to do when you hear a warning signal.
3. **CONELRAD Instructions**—How to use the military-civilian (CONtrol of ELEctromagnetic RADiation) system of emergency broadcasting by dialing 640 or 1240 on your radio.
4. **Fallout Protection**—How to protect yourself against this silent but dangerous radioactive by-product of a nuclear explosion.
5. **Community Plans**—The responsibility of your local government to develop, with your help, community plans for emergency action in the event of enemy attack.

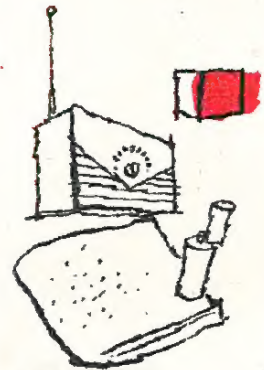
Study these basic rules of protection . . . learn them well. They are designed to help prevent needless suffering and save lives in a disaster.

*Leo A. Lough*  
DIRECTOR



# FAMILY PREPAREDNESS

There are three phases of family preparedness which could mean the difference between life and death in a disaster: home shelter, disaster know-how, first aid.

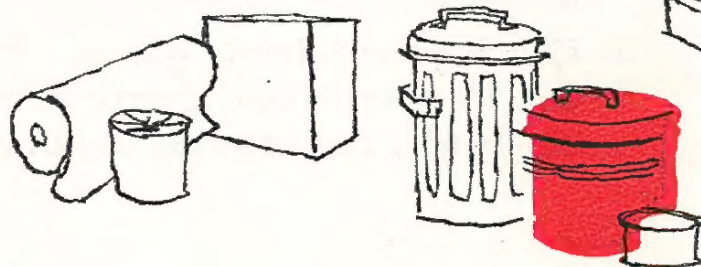
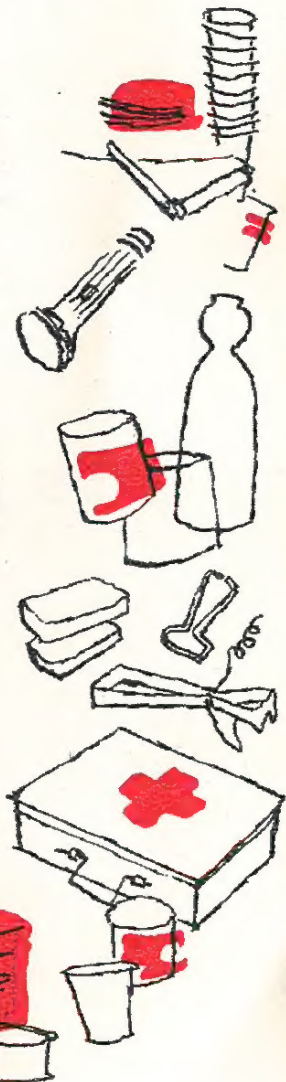


## HOME SHELTER

Build an underground shelter, or select the safest area in your home, preferably in a basement corner, for use as an emergency shelter.

Store in your shelter a 2-week supply of food and water, first-aid kit, battery radio, flashlight, blankets, and warm clothing. These items should be stored in such a manner that a 3-day supply can be quickly and easily transferred to your car.

Check your home food storage at least once a month, rotating for kitchen use regularly. Bottled water should be changed every 3 months.





## ***remember the following actions:***

When directed to take shelter or evacuate your home or office—close all doors and windows, and draw blinds.

Turn off electricity at main switch, or disconnect all electrical appliances.

Turn off gas range burners or room heaters.

# **DISASTER KNOW-HOW**



The terrible effects of fires, floods, hurricanes, and tornadoes can be reduced by proper precautions.

## ***fire prevention***

1. Practice fire-safe housekeeping. Clear your closets, attic, basement, garage, and yard of cast-off articles and rubbish that will burn. Never store gasoline, benzene, naphtha, and similar fluids indoors.
2. Check your wiring system. Many fires are due to overloaded electrical circuits, worn-out cords, and careless use of appliances.

3. Be sure your heating plant is safe. Every winter costly fires are started by faulty furnaces.

*In a war emergency you may not be able to get help from the Fire Department.*

Keep fire-fighting equipment handy. A hand water pump can be used with almost anything that will hold water. Be sure your garden hose has a connection to fit inside faucets. Keep your ladder in good repair.

**fire needs fuel, air,  
and heat to burn**

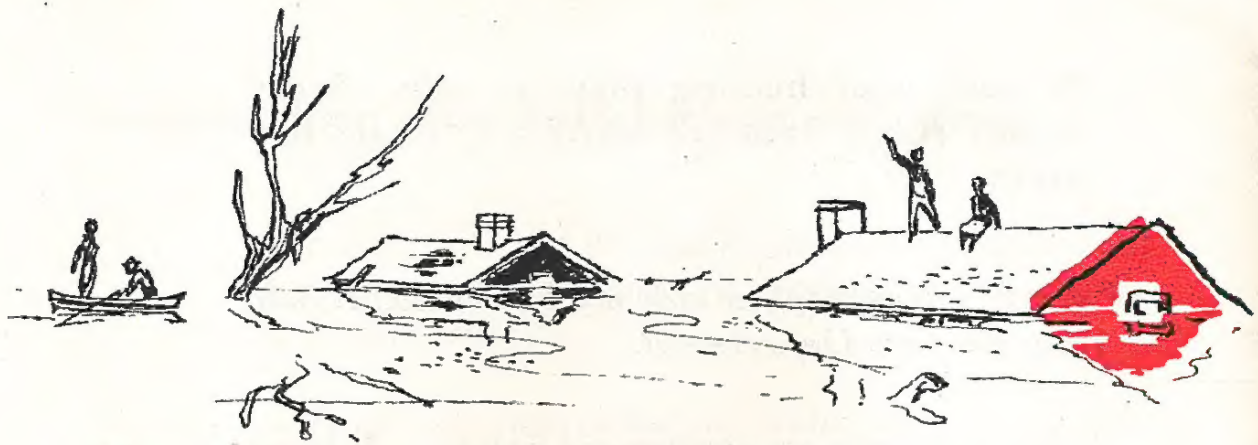
**take away fuel—** Remove burning material before the fire spreads, if possible.

**take away air—** A wet rug or blanket will smother the fire.

**take away heat—** You can't have too much water on hand. It will put out most any type of fire. (If fire is electrically caused, be sure to cut off electricity at main switch before using water.)

**take away any one of three things  
a fire needs, and it will not burn.**





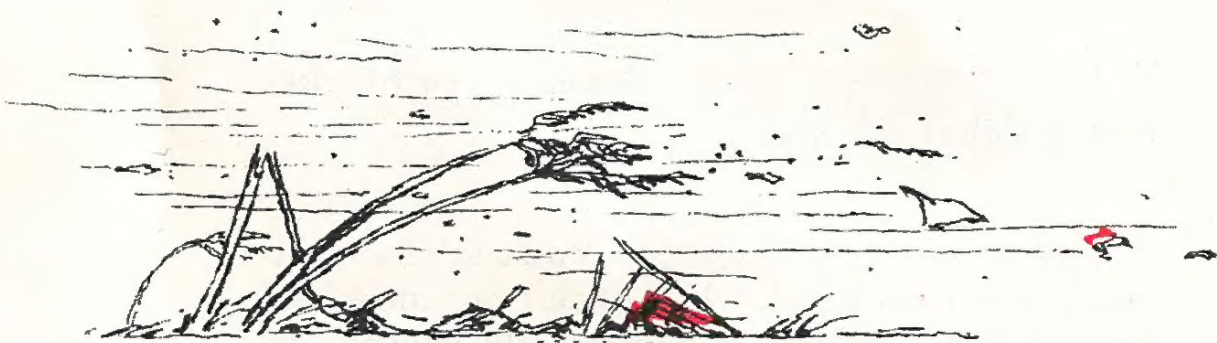
## ***flood preparations***

Pack dishes, canned goods, and household supplies in baskets and other containers. Store these and movable furniture on top floor.

Disconnect electrical appliances and motors. If possible, remove these to safety.

Turn off gas appliances.

Leave early, and take a supply of food and water.



## ***hurricane preparations***

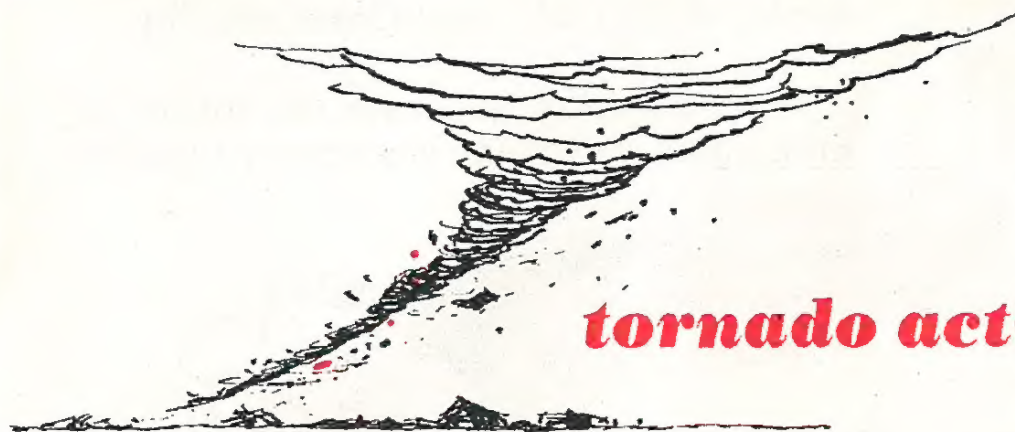
Park car in garage or away from trees and poles.

Take porch furniture, garden tools, and garbage cans inside, or lash down securely outside.

Close and board up all windows, except one or two on sides of house away from path of storm.

Cut off electricity and gas.

Store a supply of safe drinking water.



## **tornado actions**

**in the home:** Go to your shelter or southwest corner of basement. If you have no basement or storm cellar, go to a cave, ravine, or ditch.

**in city or town:** Seek inside shelter, preferably in a structural steel building. Stay away from windows.

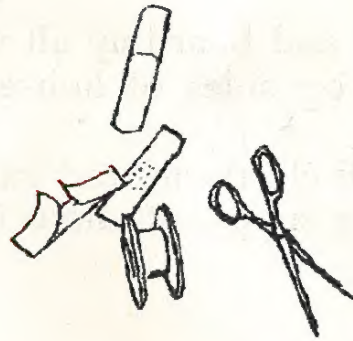
**in office buildings:** Sit against inside wall on lower floor.

**in schools:** If the school has no basement, sit against inside wall on lower floor. If in one-room frame school, seek refuge in ravine or ditch.



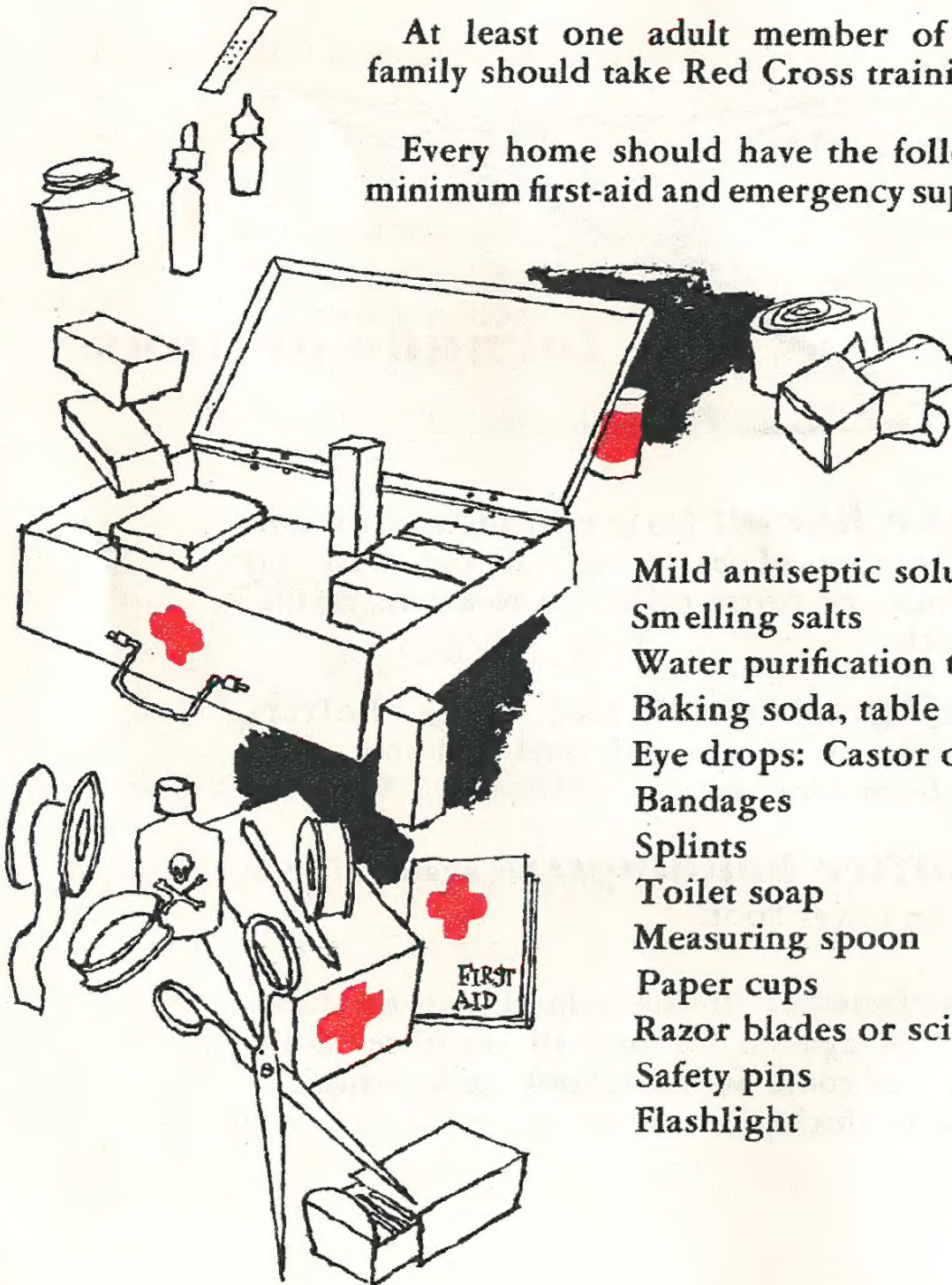


# FIRST AID



At least one adult member of every family should take Red Cross training.

Every home should have the following minimum first-aid and emergency supplies:



- Mild antiseptic solution
- Smelling salts
- Water purification tablets
- Baking soda, table salt
- Eye drops: Castor oil
- Bandages
- Splints
- Toilet soap
- Measuring spoon
- Paper cups
- Razor blades or scissors
- Safety pins
- Flashlight



1. Keep an injured person lying in a comfortable position, his head level with his body, until you determine whether his injury is serious.



## **general rules**

2. Examine for serious bleeding, stoppage of breathing, and poisoning. These must be treated *immediately*.

3. Keep him comfortably warm.

4. If possible, send someone to call a doctor or ambulance. *In a war emergency trained medical help may not be available. You must be prepared for self-sufficiency in emergency health treatment.*

5. Keep calm. Do not be hurried into moving an injured person unless it is absolutely necessary.

6. Never give an unconscious person anything to drink.



## **SERIOUS BLEEDING**

### **external bleeding**

Apply pressure directly over wound with clean cloth. If bleeding continues, apply pressure with fingers or heel of hand.

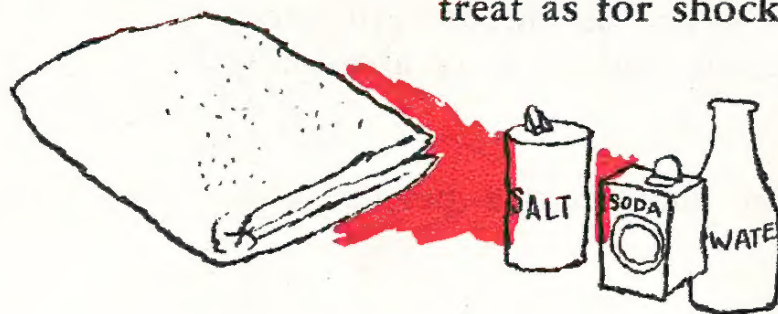
If bleeding stops, bandage cloth firmly into place. If wound is in arm or leg, raise it, using pillows or similar padding.

### **tourniquets**

Only in rare cases should you use a tourniquet. Improper use can cause loss of a limb. When a tourniquet is used, the victim must have proper medical attention at once.

### **internal bleeding**

If internal bleeding is suspected, treat as for shock (see next page).







## POISONING

Dilute the poison at once by administering large quantities of water or milk.

Induce vomiting. EXCEPTION: If the victim has swallowed corrosives (such as strong acids or alkalies), DON'T cause him to vomit.

If you don't know an antidote (frequently the label of the poison container has antidote instructions), give victim a preparation of 1 part strong tea, 1 part milk of magnesia, 2 parts crumbled burnt toast.

## SHOCK

Keep victim comfortably warm.

If he can swallow, give him this mixture: 1 teaspoonful of salt and 1/2 teaspoonful of baking soda, dissolved in 1 quart of water.

DON'T give him anything by mouth if he is vomiting or half conscious, or if he has an abdominal wound.

# STOPPAGE OF BREATHING

## *A technique for administering artificial respiration to infants and small children*

This technique may also be used on adults when the rib cage or extremities are injured. The best way to learn this and other manual methods of artificial respiration is from a trained Red Cross first-aid instructor.

**1** Clear the mouth of any foreign matter with the middle finger of one hand. With the same finger press the tongue forward.



**2** Now place the child in a face-down, head-down position and pat him firmly on the back with the free hand. This should help dislodge any foreign object in the air passage.



**3** Place the child on his back and use the middle fingers of both hands to lift the lower jaw from beneath and behind so that it "juts out." Hold the jaw in this position to maintain an open airway.



**4** Place your mouth over the child's mouth and nose, making a relatively leakproof seal, and breathe into the child with a smooth steady action until you observe the chest rise. As you start this action, move

the free hand to the child's abdomen, between the navel and the ribs, and apply continuous moderate pressure to prevent the stomach from becoming filled with air.

When the lungs have been inflated, remove your lips from the child's mouth and nose and allow the lungs to empty. Repeat this cycle keeping one hand beneath the jaw and the other hand pressing on the stomach at all times. Continue at a rate of about 20 cycles per minute. After every 20 cycles the operator should rest long enough to take one deep breath. If at any time you feel resistance to your breathing into the child and the chest does not rise, repeat Step 2, then quickly resume mouth-to-mouth breathing.

# BROKEN BONES

Keep injured person warm and quiet.

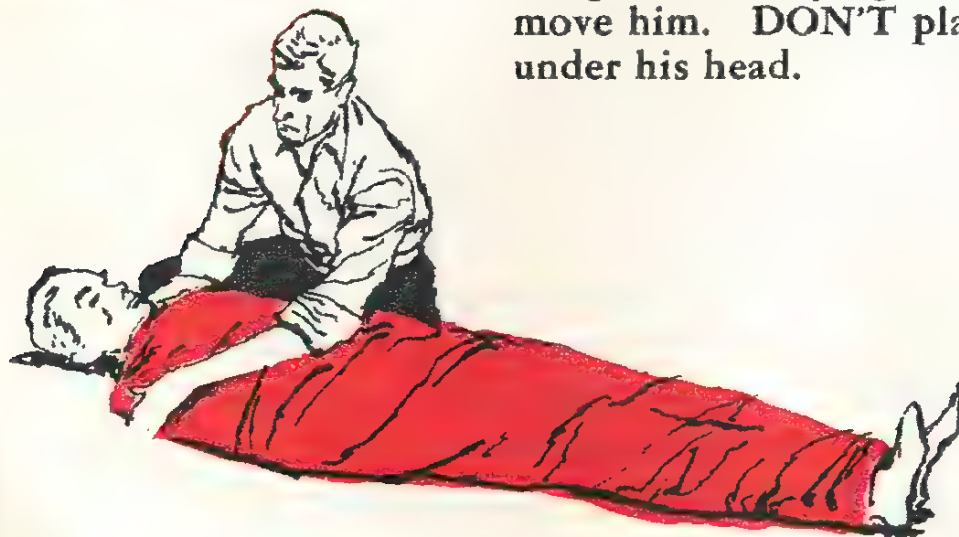
## arms and legs



Apply ice bag to injured area. If necessary to move the victim, immobilize fractured part with a splint, folded magazine, or pillow tied firmly.

If bone has punctured skin (compound fracture), cover wound with a sterile gauze pad. Use hand pressure over dressing to control bleeding.

## neck and back

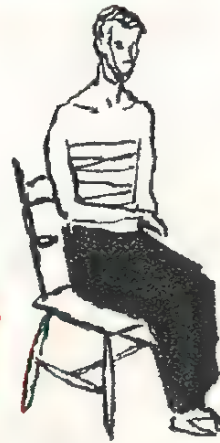


Gently loosen clothing at neck. Keep victim lying flat. **DON'T** move him. **DON'T** place a pillow under his head.



# BURNS

Cover with dry sterile dressing or clean cloth.



**minor  
burns**

Keep victim lying down.

Remove clothing from burned area and cover with clean dressing.

If burn covers large area, take victim to nearest hospital.

If victim is conscious, give him mixture prescribed for shock (see p. 11).

**severe  
burns**



Treat as for severe burn.

If chemical is in the eye, have victim lie down. Pour cupfuls of water into inner corner of eye so that water runs from outer corner. Lift lids gently while washing. Cover eye with sterile gauze.

**chemical  
burns**

# 2

## WARNING SIGNALS

There are two distinct public action signals.

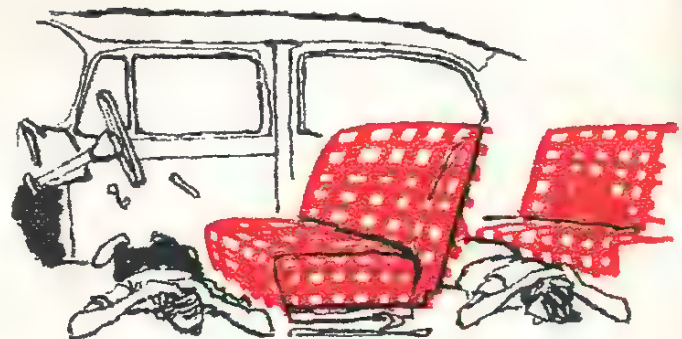
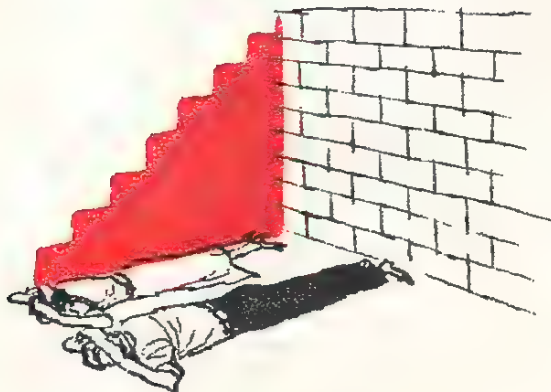
- 1. a long steady blast—means—Attack Alert**  
*take action as directed by your local government*

Tune your radio to a CONELRAD station (640 or 1240 on the dial) for direction. Do not use the telephone.

- 2. warbling tone or short blasts—means—Attack**

*take cover immediately in best available shelter*

**in a building**—if there is no prepared shelter, go to basement or to an interior room on first floor. Stay until you are told to leave.



**outdoors or in a car**— go to the nearest shelter. If you cannot reach prepared shelter, lie face down on the ground or crouch on the floor of the car.

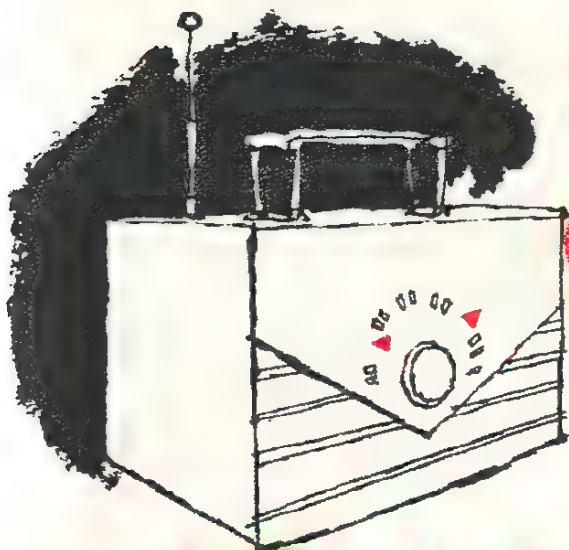


# CONELRAD INSTRUCTIONS

# 3

Following an "attack alert," all radio and television stations will be silenced to deny navigational assistance to enemy aircraft in reaching targets.

Certain radio stations will return to the air on low power, broadcasting official information and instructions on two wavelengths only—640 and 1240.




## 640

## 1240

The changeover to CONELRAD takes a few minutes. Do not be alarmed by the radio silence in the meanwhile. Stay tuned to one of these numbers—640 or 1240—and follow the announced instructions carefully.

# 4

## FALLOUT PROTECTION



When an atomic or hydrogen weapon explodes close to the ground, thousands of tons of earth, building materials, rocks, and other forms of matter are pulverized and drawn high into the air, forming a mushroom cloud.

The contents of this atomic cloud are highly radioactive.

The larger particles fall to the ground quickly. The smaller ones are carried downwind and fall more slowly, hour after hour, in a pattern that may extend hundreds of miles.

This is fallout.

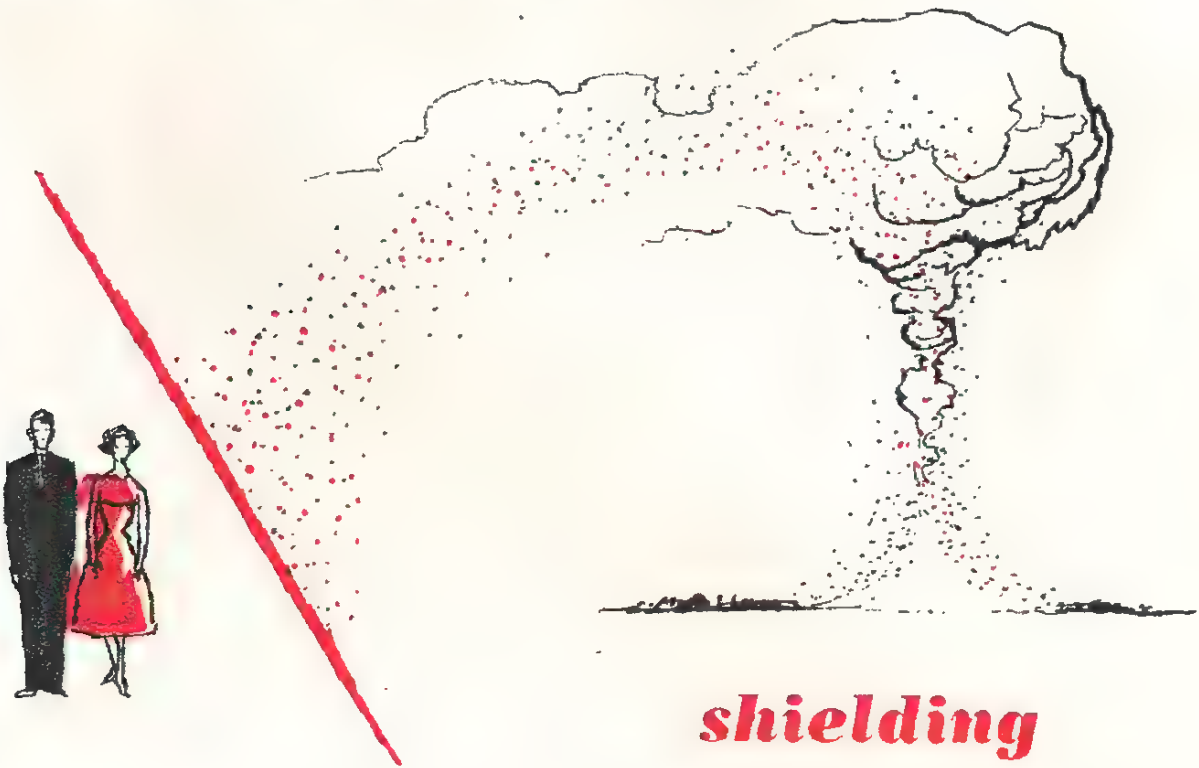


Fallout gives out a highly penetrating ray, like an X-ray, that can make you sick, or even kill you.

There are three protective measures:

## *distance*

Since fallout arrives sooner and is more intense close to the bomb burst, your distance from the explosion is an important safety factor. If local authorities determine that evacuation of your area is practical, you will be so instructed.



## *shielding*

Fallout radiation can pass through any material, but some of it is "absorbed" on the way through. Thus, if sufficient shielding is put between you and the fallout, the radiation which comes through will not harm you.

## decontamination

Radioactivity decays as time passes. Moreover, fallout, like dust, can be removed from most surfaces by washing, by vacuum cleaning, by plowing under.

The danger in decontamination lies in exposure. Therefore, except for personal decontamination (such as removal of contaminated outer garments), *decontamination should be carried out only under official instructions.*



The Weather Bureau will estimate the path and speed of fallout. Radiological monitoring will determine the intensity of radiation in your area.

Your local authorities will tell you what you should do, and how much time you have to do it.



# 5

## COMMUNITY PLANS

Know your community's plan for emergency action in the event of a natural disaster or an enemy attack. Then be sure that you and your family are well rehearsed in the details.

If your community is not organized for Civil Defense, it is up to YOU and your neighbors to get the job started now.

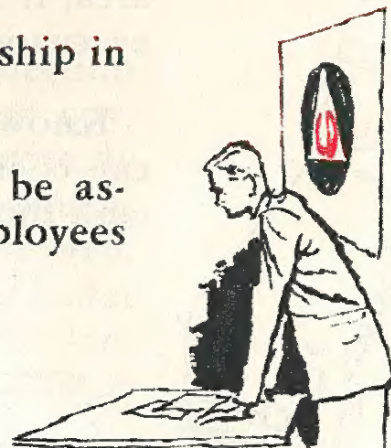
The Civil Defense Headquarters of your State government will cooperate with your city and county governments in setting up a practical program.

There are three basic requirements:

### *leadership*

Proper preparation begins with leadership in your local government.

Civil Defense responsibilities should be assigned to city and county officials and employees as part of their day-to-day work.





The appropriate agencies of your local government should be equipped and trained—and backed up with volunteer reserves—to perform emergency firefighting, police, medical, welfare, rescue, sanitation, decontamination, and radiological monitoring duties.



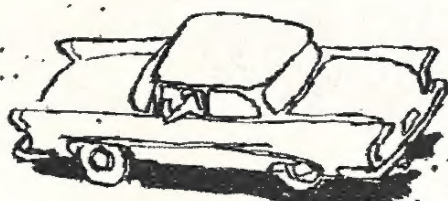
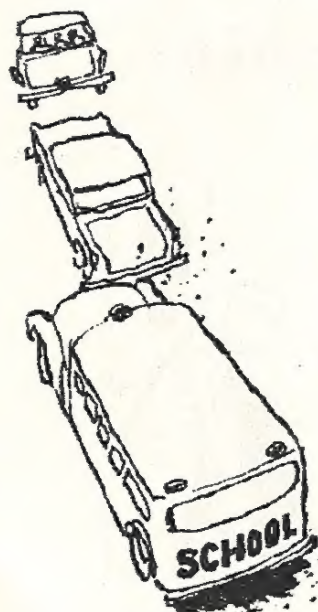
## **evacuation**

When and how is a local decision.

If warning time permits, one of the best measures of self-defense against a nuclear weapon is to leave areas that are likely targets for attack. This means organized, preattack evacuation.

If your community is in a potential target area, it should prepare and rehearse an overall evacuation plan.

Know your role in the plan. Be sure your car is in good running order. Keep the gas tank more than half full at all times.





## *shelter*

Your local government should designate suitable basement areas in buildings strategically located throughout your community as public fallout shelters; improve them as necessary to provide adequate protection; make arrangements for equipping them with food, water, and medical supplies on short notice; and assign trained police, medical, and fire department personnel to emergency duty stations in each one.



Any protection is better than no protection against fallout. An underground shelter covered with at least 3 feet of earth and properly ventilated is the safest. An ordinary basement, with the windows and entryways sandbagged, will provide some protection. If nothing better is available, a frame house will reduce the danger, especially if you stay on the lowest floor near the center.



# BE PREPARED

Use this check list to make sure your family is prepared for disaster.

**yes no**

Every member of the family knows what to do in case of fire, flood, hurricane, or tornado.	_____	_____
Our house, garage, and yard are clear of burnable rubbish.....	_____	_____
Our electrical and heating systems have been checked for safety.....	_____	_____
All fuels and flammable fluids are stored in safe containers, outside the house.....	_____	_____
We have fire extinguishers, a hand water pump, and/or garden hose properly located for firefighting purposes.....	_____	_____
Every member of the family knows general first aid rules.....	_____	_____
At least one adult in our family has first aid training.....	_____	_____
We have the necessary first aid supplies in our home.....	_____	_____
We have an emergency shelter stocked with ample food, water, and equipment.....	_____	_____
We know the attack warning signals and what to do if they sound.....	_____	_____
We know how to use CONELRAD for emergency information.....	_____	_____
We know protective measures against fallout.....	_____	_____
Our car is in good running condition. Gas tank is kept more than half full at all times.	_____	_____

**every answer will be "yes"  
if your family is prepared**